

# INFORMATION BULLETIN

## WORKFORCE INVESTMENT ACT

Number: WIAB04-62

Date: December 13, 2004

Expiration Date: 6/30/05

69:128:jp:8810

TO: WORKFORCE DEVELOPMENT COMMUNITY

SUBJECT: LWIA ADVISORY COMMITTEE CONFERENCE CALL MINUTES—  
NOVEMBER 19, 2004

The minutes and revised agenda from the Local Workforce Investment Area (LWIA) Advisory Committee conference call on Friday, November 19, 2004, are attached for your review and information. Please ensure that the minutes are provided to the appropriate staff.

If you have any questions regarding the minutes, please contact Jim Scholl at (916) 657-4610.

/S/ BOB HERMSMEIER  
Chief  
Workforce Investment Division

Attachments

# LOCAL WORKFORCE INVESTMENT AREA ADVISORY COMMITTEE CONFERENCE CALL

Friday, November 19, 2004

---

## Agenda

10 a.m.	Welcome/Hot Topics	Bob Hermsmeier, Workforce Investment Division (WID)
	California Workforce Investment Board (CWIB) Update	David Militzer, CWIB
	Advisory Member Agenda Items:	
	<ul style="list-style-type: none"><li>• 15 Percent SFP (submitted by Ray Worden)</li><li>• Veterans SFP</li></ul>	Bob Hermsmeier, WID  Linda Rogaski, WID
	<ul style="list-style-type: none"><li>• WIA Reauthorization Update (submitted by Joe Daniel)</li></ul>	
	Open Discussion	Bob Hermsmeier / All
	Adjourn	
	Next Scheduled Conference Call— January 21, 2005	

# LOCAL WORKFORCE INVESTMENT AREA ADVISORY COMMITTEE CONFERENCE CALL MINUTES

Friday, November 19, 2004

---

**Welcome/Hot Topics**—Bob Hermsmeier, Workforce Investment Division (WID)

- Final Utilization Rate as of June 2004—The Employment Development Department (EDD) received a letter from the Department of Labor (DOL) that commended the State of California for the high expenditure of Workforce Investment Act (WIA) funds. The DOL is proud of the workforce community for expending the fiscal year 2002-03 funds and noted that California's dislocated worker program expenditure rate is one of the highest in the country.
- New EDD Director—Governor Schwarzenegger has appointed Patrick Henning as Director of EDD. He has more than 34 years experience in the field of labor relations and labor law. For the past 17 years he has been the key labor policy consultant to the California Legislature. Most recently, Mr. Henning served as the staff director of the Senate Labor and Industrial Relations Committee.
- Grants Opportunity Web Page—Information Bulletin, [WIAB04-57](#), *Grants Opportunity Web Page*, dated November 15, 2004, announces a valuable new resource for the workforce development community. A number of information bulletins have been sent out recently regarding grant opportunities, which are relevant to Local Workforce Investment Areas (LWIA) and their partners. Many of the grant opportunities come from DOL's Employment and Training Administration (ETA). Announcement of grant opportunities are now located in a separate part of the EDD Web page, called *Grant Funding Opportunity*. This Web page contains three components:
  1. Current Grant Opportunities. Lists time-sensitive grant opportunities with specific deadlines. A link is provided for information on how to submit an application.
  2. Federal Grant Opportunities. Provides ongoing contacts with organizations that have funding opportunities such as the National Association of State Workforce Agencies (NASWA) and the ETA Web site. You may also subscribe to receive immediate notices when grant opportunities are available from these Web sites.
  3. Other Resources. Contains links to tools that provide ideas on how to write the most competitive application and how to best secure extra funding.

- **Data Validation**—Data Validation is a DOL driven compliance requirement. There are 24 LWIAs being reviewed this year with most of the data validation being done before Christmas, and several completed in late December and early January. This will allow the State to meet the February 1, 2005, completion date. At this point, the data looks very good.
- **Competitive Rapid Response Proposal Update**—Project requests have been received under the competitive rapid response solicitation and funds will be available from January 1, 2005, through December 31, 2005. There is approximately \$3.2 million available. Thirty-eight proposals have been read and scored. Approximately 15 or 16 of the proposals will be funded pending the approval of the Labor and Workforce Development Agency (Labor Agency).

**California Workforce Investment Board (CWIB) Update**—David Militzer.

- Governor Schwarzenegger announced the following appointments within the Labor Agency.
  1. Cynthia Amador, of Alhambra, has been appointed to CWIB. She is currently the president and chief executive officer of CHARO Community Development Corporation.
  2. Sean Liou, of Fremont, has been appointed to CWIB. He is the director of diversity sales for the Northern California region of Money Line America.
  3. Gayle Pacheco, of Walnut, has been appointed to CWIB. She currently serves as president of Western Hardware Company and is partner at the Law Offices of Pacheco & Pacheco.
  4. James Selby, of Citrus Heights, has been appointed to CWIB. He has served as president and chief executive officer of the Greater Sacramento Urban League since 1990.
- **Workgroup on Local Area Boundaries**. This workgroup was formed when one LWIA wanted to expand its geographical area and the LWIA which would have a portion of their area taken away, did not agree. The workgroup includes CWIB members and partners throughout the State. Workgroup Co-Chair, Patti Nunn, reported that a meeting was held on November 4. A discussion paper was developed recommending a policy/procedure describing how to process a request for change in LWIAs boundaries. The CWIB staff is finalizing the policy and procedure and expects to take it to the CWIB meeting scheduled in February.
- **Return-on-Investment**. David Illig reported that CWIB staff is researching literature and will try to meet with DOL to get a sense of what is the current state of research and practice regarding return-on-investment. During the week of November 29, CWIB staff will attempt to meet with the California Workforce Association (CWA) and other entities to discuss specifics on how the local areas might use the return-on-investment models. The CWIB staff is preparing an issue paper that summarizes what is known about various options for calculating return-on-investments. The issue paper will not make recommendations but will present the strengths and

weaknesses of the various return-on-investment methodologies. It should be available in time for the next CWIB meeting that is tentatively scheduled for February 10, 2005.

- WIA Evaluation. The evaluators are making good progress on their interim report, which is due in January 2005. That report will include an analysis of the State-level implementation process and its success in driving the workforce investment system. It is the goal of this report to present perceptions from outside CWIB and EDD. The evaluators have also completed a survey with 49 of the 50 Local Workforce Investment Board Directors. The results of that survey will be summarized in a report that is due in January 2005.
- Work-Readiness Certificates. At their last meeting, CWIB members asked the State Youth Council to look into work-readiness certificates. Where work-readiness certificates are used, they are based on work with the business community in identifying a set of skills that would indicate applicants would have some basic employability skills necessary for success in the workplace. An options paper will be discussed at the January Youth Council meeting. As a result of that paper, the Youth Council will prepare a set of recommendations or findings they will present at the CWIB meeting in February 2005.
- Rapid Response Workgroup Update. David Militzer asked Steve Saxton of WID, who has been working closely with CWIB staff, to comment on the Rapid Response workgroup. The workgroup met last April. At that meeting it was agreed that the next meeting would be scheduled in approximately six months. Steve stated the CWIB staff is preparing to reconvene a workgroup to not only review the policies that were established regarding the rapid response portion of the 25 percent funds, but also to look at the additional assistance funds and how and when these funds are distributed, as well as what criteria is used to determine which grants are approved.
- David Militzer reported that a DOL funding request for a construction trades pipeline grant is still pending. There is some indication that a decision will be made soon.

**15 Percent Solicitation for Proposal (SFP)**—Bob Hermsmeier, WID. On the EDD Web site is a new solicitation for the WIA 15 Percent and Wagner-Peyser 10 percent program projects for 2004-05, up to \$20 million for 15 Percent, and up to \$2 million for Wagner-Peyser. The SFP was posted on the Web site on November 17, with a due date for proposals of January 5, 2005. It is expected there will be an influx of projects. The SFPs will now be managed through the Web page; no bidders conferences are planned. The WID anticipates receiving questions through the e-mail system noted in the SFP, which will be responded to on the Web site.

**Veteran's SFP**—Linda Rogaski, WID. The Veteran's 15 Percent SFP is also out and is posted on the Web site. The project applications are to be in no later than the end of December.

**WIA Reauthorization Update**—Michael Evashenk, WID. At this time, there is no news to report with respect to WIA reauthorization. Congress was scheduled to meet this week in a lame duck session. It is our understanding that they would not consider any reauthorization bills and instead would focus on the appropriation bills that still have to be passed. We will have to wait until the 109th Congress convenes to determine the path of WIA reauthorization.

### **Open Discussion—All**

Definition of Training. There was a question and answer on the new reporting requirements in Draft Directive [WIADD-83](#), *Quarterly and Monthly Financial Reporting Requirements*, dated October 12, 2004. The question dealt with the break out of training on the reporting form. The final comment period for the Directive ended on October 26, 2004. The directive will be finalized taking into consideration the concerns presented.

Planning Direction. Ray Holland inquired about getting a head start on planning instructions or workgroup, which had been discussed in the last conference call.

Bob Hermsmeier stated that WID has had discussions with CWIB staff about sending out planning direction. Unless there's a major shift from the Labor Agency or the Director's office, there will be a fairly minimal change in any planning instruction. The DOL has given us a year's extension to modify the State plan, and the local areas will be given the same benefit. David Militzer indicated that CWIB would coordinate with WID and the local areas on the planning instructions.

Next Scheduled Conference Call—January 21, 2005